

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
CERTIFICATION REQUEST/RENEWAL TRANSITIONAL APPLICATION FORM

Print or Type Applicant's Full Name:_____
Last First M._____
Birth Name_____
Street_____
City or Town State Zip

()

Telephone Number Date of Birth_____
E-Mail Address (PLEASE USE ALL CAPS)

Check as appropriate for each section: (response is voluntary)

Race: ☐ Amer. Indian/Alaskan Native ☐ Hispanic
☐ Asian/Pacific Islander ☐ White
☐ Black ☐ Other

Sex: ☐ Male ☐ Female

Social Security Number

Notice/Affidavit

Disclosure of the Social Security Number is mandatory. It will be furnished to the Rhode Island Division of Taxation pursuant to Chapter 76 of Title 5 of the Rhode Island General Laws, which states that any person applying for or renewing a license to conduct a profession within Rhode Island must have filed all required state tax returns and paid all taxes due the state. The statute also requires the following certification:

I hereby certify, under penalty of perjury, that I have filed all required state tax returns and have either paid all taxes due the state, entered into a written time payment agreement with the Rhode Island Division of Taxation, or am pursuing administrative or appellate review of unpaid taxes.

Signature_____
Date**SECTION A: ISSUANCE OF A PROFESSIONAL 1 YEAR TRANSITIONAL CERTIFICATE AND/OR ENDORSEMENTS:**

- ☐ 1. I am requesting issuance of the professional transitional certificate(s) in the area(s) of (see page 4): _____, _____ Reinstatement fee \$100.00 & (\$40.00 for one certificate area, each additional certificate is \$20.00- ALL FEES ARE NON-REFUNDABLE.
- ☐ 2. I have completed the requirements for certification in (see page 4) _____ and currently hold a Rhode Island Professional certificate in another area. I am requesting the issuance of an additional area of certification. (Each additional certificate is \$20.00)- ALL FEES ARE NON-REFUNDABLE.
- ☐ 3. I have completed requirements for an endorsement(s) in _____ (initial endorsement \$10.00, renewal \$5.00 per endorsement area. ALL FEES ARE NON-REFUNDABLE).

SECTION B: CEE EXCHANGE:

- ☐ I am requesting a professional 1 year transitional certificate(s) in the area(s) of _____ (\$40.00 for one certificate each additional certificate is \$20.00. I have obtained regular employment in a Rhode Island public school. ALL FEES ARE NON-REFUNDABLE

SECTION C: REQUIRED INFORMATION:

Teachers and other school personnel certified by the State of Rhode Island must be of good moral character. Rhode Island General Law 16-12-3 states that "Every teacher shall aim to implant and cultivate in the minds of all children committed to his care the principles of morality and virtue." Your answers to the following questions regarding your employment, criminal, and certification history are important. Any criminal matter covered by a question must be disclosed regardless of how long ago it occurred or how unimportant it may seem. Criminal matters do not necessarily preclude certification, but the failure to answer a question truthfully may result in disqualification. Furthermore, Rhode Island General Law 11-18-1 prohibits the submission of a document containing a false and misleading statement to a public agency, and Rhode Island General Law 11-58-1 prohibits the use of a falsified educational record of a postsecondary institution

OVER

1. Have you ever been dismissed from any employment or have you ever resigned or employment following the initiation of disciplinary action? If yes, attach an explanation. ____YES ____NO
2. Are you the subject of disciplinary action in your present employment? If yes, attach an explanation. ____YES ____NO
3. Have you ever been convicted of a felony or a misdemeanor? If yes, attach a copy of the conviction record(s). Expunged convictions must be disclosed under Rhode Island General Law 12-1.3-4. Attach an explanation stating the date, location and nature of the offense(s) involved in the expunged conviction(s). ____YES ____NO
4. Have you ever entered a plea of nolo contendere to a felony or misdemeanor charge? If yes, attach a copy of the conviction and/or probation record(s). ____YES ____NO
5. Are any felony or misdemeanor charges currently pending against you? If yes, attach an explanation. ____YES ____NO
6. Do you hold a valid teaching certificate in any other state?
State _____ Area(s) _____ Certificate No.(_____) ____YES ____NO
7. Have you ever been denied an educator's certificate or license for reasons other than your failure to meet academic or work experience requirements? If yes, attach an explanation stating date, state, and reason(s) for denial. ____YES ____NO
8. Has your educator's certificate or license in another state ever been suspended, revoked, or surrendered? If yes, attach an explanation. ____YES ____NO
9. Are you currently the subject of any action to revoke or suspend your educator's certificate or license? If yes, attach an explanation. ____YES ____NO

SECTION D: AUTHORIZATION:

I certify the accuracy of the information provided in this application and in any supporting documentation that I may submit. I have included all supporting documentation. I have read and understand the notice regarding Rhode Island laws above. I hereby authorize the release of information to the Department of Education for the purpose of investigating or verifying any information in my application.

(Signature of Applicant)

(date)

SECTION E: CERTIFICATION FEES: ALL FEES ARE NON-REFUNDABLE

Certificate Type	New Fee
Certificate of Eligibility for Employment (CEE)	\$50
Professional 1 Year Certificate---TRANSITIONAL	\$40 * per year each additional certificate is \$20.00
Two-Year Professional Certificate	\$500
One-Year Professional Certificate	\$100
Emergency Permit	\$200
Substitute Permit	\$50
Endorsement- Initial Issuance	\$50
Endorsement- Renewal	\$5
Reinstatement Fee (I-Plan not submitted)	\$100**
Athletic Coach	\$100
Duplicate Certificate	\$50
Evaluation of Credentials	\$50

NOW YOU CAN APPLY ON LINE AND PAY USING A CREDIT CARD

WWW.RICERT.RIDE.RI.GOV/RIDE

PLEASE MAKE CHECK PAYABLE TO: *GENERAL TREASURER-STATE OF RI*

ALL FEES ARE NON-REFUNDABLE

NOTE: TO ENSURE THAT YOUR APPLICATION IS PROCESSED, INCLUDE ALL DOCUMENTATION.

NOTE: *WE ARE UNABLE TO ACCEPT CASH .*

Please mail application, fee and required documents to:

**Rhode Island Department of Education
Office of Educator Quality and Certification
255 Westminster St.
Providence, RI 02903-3400**

To be acceptable, application must be dated within the past three (3) months and signed by the applicant

Revised 8/19/10